

**Kansas Department of Health and Environment  
Board of Adult Care Home Administrators  
Meeting of March 2, 2007**

The Board of Adult Care Home Administrators met Friday, March 2, 2007 at 1:00 p.m. in Classroom D of the Kansas National Education Association Building, 715 SW 10<sup>th</sup>, Topeka, Kansas.

**Members Present**

Marian Heusted

Dawn Veh

Kevin Bryant

William Boldridge

Amy Hoch-Altwegg

**Staff Present**

Camille Nohe

Steve Irwin

Brenda Nesbitt

**Others Present**

K J Langlais, KACE

Mary Sloan, KAHSA

Linda MowBray,

KHCA

Valerie McGhee, KACE

and KAHSA

**1. Call Meeting to Order**

Dawn Veh, Chair, called the meeting of the Board of Adult Care Home Administrators to order at 1:05 p.m.

**2. Minutes**

**A. Minutes of Meeting 12/08/2006**

Chair Veh asked for comments/corrections to the minutes of the December 8, 2006 meeting.

**ACTION:** Marian Heusted moved the minutes of the 12/08/06 meeting of the Board of Adult Care Home Administrators be approved as submitted. The motion was seconded by Kevin Bryant and carried unanimously.

**B. Minutes of Conference Call 01/17/2007**

Chair Veh asked for comments/corrections to the minutes of the January 17, 2007 conference call.

**ACTION:** Dr. Bryant moved the minutes of the 01/17/07 conference call meeting of the Board of Adult Care Home Administrators be approved as submitted. The motion was seconded by Amy Hoch-Altwegg and carried unanimously

**C. Minutes of Conference Call of 01/24/2007**

Chair Veh asked for comments/corrections to the minutes of the January 24, 2006 conference call.

**ACTION:** Ms. Hoch-Altwegg moved that minutes of the 01/24/07 conference call meeting of the Board of Adult Care Home Administrators be accepted as presented. The motion was seconded by Ms. Heusted and carried unanimously.

3. **Complaints**

Dr. Bryant reported that the CIC reviewed one case which they tabled until the next meeting to allow more information to be obtained from the licensee and the complainant.

4. **Reports**

**A. NAB Test Results**

Brenda Nesbitt provided copies and an overview of the NAB test results report for the fourth quarter of 2006. She reported that a total of nine candidates tested with four of those passing for a pass rate of 44.44% for the fourth quarter. The pass rate for 2006 is 63.41%

**B. Temporary License Report**

Ms. Nesbitt provided a report and overview of temporary licenses issued to date for the fiscal year 2007 which began July 1, 2006 and will end June 30, 2007. Ms. Nesbitt noted that a total of 15 individuals were issued temporary licenses. Of the 11 temporary licenses which have expired, six were issued while the candidates completed their practicum experiences, two were issued for individuals serving as an interim administrator, two were issued to licensees who were accumulating CE hours required to reinstate previous Kansas licensure and one completed their AIT but failed the NAB exam and cannot be reissued a temporary license.

Of the four active licenses, two were completing their AIT experiences and two were serving in interim positions.

2. **Update**

**A. Status of license application for individual with expired Kansas license who had disciplinary history in another state.**

Ms. Nesbitt provided an update regarding this application. A conference call meeting was held to discuss the application on 1/17/07 with Chair Veh, Dr. Bryant, Ms. Heusted, Ms. Hoch-Altwegg, Camille Nohe, Marla Rhoden and Ms. Nesbitt participating. A second conference call was held on 01/24/07 with the same participants and the addition of the applicant.

After discussion during the second conference call, it was unanimously approved to grant a temporary license upon execution of a Consent Agreement including provisions similar to those in the Colorado Stipulation Order requiring that the licensee be under the supervision of another Kansas licensed adult care home administrator and that a subsequent application for reinstatement of Kansas licensure be approved with the same conditions. The supervision will be in effect for one year, to encompass both the temporary and reinstated licenses.

Ms. Nesbitt noted that, since that decision, a temporary license was issued effective 02/14/07 to coincide with the date the signed Consent Agreement was mailed to the applicant. The licensee is currently working to obtain the six to eight CE hours in the area of incident reporting requirements as required by the Consent Agreement.

**B. HB 2237 (Reciprocity Bill)**

Camille Nohe reported that no hearing has been scheduled yet to discuss HB 2237. Chair Veh will contact Representative Bethell to follow up.

**C. Proposed Regulations**

**◆Adoption of NAB Domains of Practice for CE Topics**

Chair Veh led discussion concerning the NAB Domains of Practice and provided history information.

**ACTION:** Dr. Bryant moved that the Board adopt the NAB Domains of Practice for CE topics. The motion was seconded by Ms. Hoch-Altwegg and carried unanimously.

**◆Adoption of proposed regulations**

Chair Veh reported that the regulation review group met twice since the last Board meeting and have drafted proposed regulation changes (Item 5C). Ms. Veh noted that on page 2 of the draft the group is seeking the full Board's opinion for 28-38-19(c)(1) in regard to whether or not to remove the word "Kansas" from the sentence which speaks to experience as administrator in a licensed "Kansas" hospital.

Board discussion followed including discussion about why hospital experience would have to be obtained in a "Kansas" licensed hospital when K.A.R. 28-38-19(c)(2) allows work experience obtained as an adult care home administrator while licensed in another state.

**ACTION:** Dr. Bryant moved that the word "Kansas" be removed from K.A.R 28-38-19(c)(1) and that, in the event that HB 2237 does not pass, the Board approve all other drafted regulation changes (*minus the reciprocity changes to K.A.R. 28-38-22 which the Board previously approved contingent on the passage of HB 2237*). The motion was seconded by Ms. Hoch-Altwegg and carried unanimously.

**6 Meeting with Kansas Attorney General, Paul J. Morrison**

Chair Veh explained that General Morrison sent letters inviting the Chairpersons and Executive Directors of the State's professional and occupational regulatory boards and commissions to a meeting to discuss the legal needs of the boards and commissions and how they have been met in the past.

The meeting was held on February 15, 2007. In addition to General Morrison, one of his Chief Attorneys and Assistant A.G., Julene Miller from his office attended. Chair Veh

reported that she attended as did Steve Irwin and Brenda Nesbitt. Most boards and commissions were represented and shared their needs and ideas. The meeting closed with General Morrison providing copies of questionnaires to the representatives and asking that they be returned to his office within two weeks. Chair Veh is currently working to complete the questionnaire.

**7. Letter of Exemplary Performance and Zero Deficiency Letters**

Steve Irwin read excerpts from one letter of exemplary performance awarded to Jalane White, Administrator, Pleasant View Homes in Inman, Kansas. Mr. Irwin also read from one zero deficiency letter which was awarded to Susan Brown-Jones, Administrator, Hays Good Samaritan Center in Hays, Kansas.

**8. Public Comment**

There was no public comment.

**9. Next Meeting**

The next meeting of the Board of Adult Care Home Administrators is tentatively scheduled for June 8, 2007 at 1:00 p.m.

**Adjourn**

The meeting adjourned at 1:35 p.m.